

**OFFICIAL NOTICE OF A  
SHADWELL PARISH COUNCIL MEETING  
TO BE HELD  
On Monday 11<sup>th</sup> May 2015 at 7.30pm  
In the Recreational Centre, Holywell Lane, Shadwell**

**AGENDA Part 1**

1. **To elect a Chairman of the Council**
  2. **To receive the Chairman's declaration of acceptance of office**
  3. **Chairman to open the meeting**
  4. **Chairman to accept apologies for absence and to welcome back Cllr Vickerman**
  5. **To elect a Vice Chairman**
  6. **To appoint committees and sub-committees**
    - Finance Committee
    - Planning Committee
    - Village Maintenance Committee
    - Newsletter Working Group
    - School Parking Working Group
  7. **To appoint Representatives to Outside Bodies**
    - Town & Parish Council NE Forum
    - YLCA
    - Crime Prevention Panel
    - Library Steering Group
    - Bramley Fields Consultative Group
    - Bus Liaison Representative
    - Neighbourhood Planning Steering Group
  8. **Minutes** – the Minutes of the full Council meeting held on 13<sup>th</sup> April 2015 to be approved and signed and the Planning Committee minutes to be noted.
  9. **Declarations of Interests** – To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.
  10. **Questions from members of the public** – The Chairman will adjourn the meeting to allow for the public's comments for 10 minutes.
  11. **Crime Report** – to receive the crime report.
  12. **Wetherby and District Crime Prevention Panel** – to receive the report (**Copied to Cllrs**)
- The Chairman will reconvene the meeting
13. **Current items outstanding to include the Clerk's Report**
    - i. **Potholes** - to receive the list of potholes reported in Shadwell from the Clerk
    - ii. **Holywell Lane Playground Hedging (328/14)** – to receive an update from NT on the removal of whips
    - iii. **Village Maintenance Committee** – to receive a confirmation that the first meeting will be on 1<sup>st</sup> June 2015.

- iv. **Newsletter Delivery (337/14)** – to receive confirmation that Robert Dyson, John Macintyre and Denise Simpson would continue to deliver newsletters until new councillors co-opted. John Macintyre also confirmed he would continue to help the Clerk with production of newsletters.
  - v. **Parking Outside School Working Group (341/14)** – to receive notification of the date of the first meeting of the WG from GW.
  - vi. **Survey on Parish Seminar** – to receive confirmation from the Clerk that the survey was completed and returned to LCC.
  - vii. **CCTV (326ii/14)** – to receive confirmation from NT that CCTV has been installed.
  - viii. **Trees in Shadwell Park Gardens (343/14)** – to receive reply from Parks, LCC.
14. **General Power of Competence** – to resolve to accept the General Power of Competence for a further 12 months.
15. **Annual Review of Risk Assessment – (Copied to Cllrs)**
16. **Noticeboards** – to arrange for the repair or replacement of village noticeboards.
17. **Mission statement and 12-month Plan** – to discuss a mission statement and 12-month plan.
18. **Speed Feedback Unit** – to discuss the reply from LCC **(Copied to Cllrs)**.
19. **Feedback from the Annual Parish Meeting** – to discuss the Annual Parish Meeting 2015. To receive the apology for non-attendance from the Tennis Club.
20. **YLCA Provision of Services 2015/16** – to confirm acceptance of the YLCA Provision of Services **(Copied to Cllrs)**.
21. **Newsletters** - to decide on the date for delivery of newsletters and to note that all articles are to be forwarded to the Clerk by 4<sup>th</sup> June 2015.
22. **Planning**
- i. **Most recent planning applications** - to receive an update from KP.
23. **Finance (Copied to Cllrs)**
- i. **Finance Meeting 21<sup>st</sup> April 2015** – to receive the draft minutes and to ask the Committee any questions.
  - ii. **Budget 2015/2016** – to receive the annual budget
  - iii. **Annual Audit of Accounts** – to pass a resolution that the Annual Accounts are correct and should be signed by the Chairman and Clerk.
  - iv. **Parish Council Insurance** – to receive and pass a resolution to pay the annual renewal premium.
24. **Highways – Speeding on Bay Horse Lane** – to discuss the increasing problem of speeding along Bay Horse Lane
25. **Footpaths**
- i. **Parish Paths Partnership** – update from DP.
26. **Risk Assessment** – to receive a report from TV on the monthly risk assessment around the village. The Chairman to sign the report.
27. **Neighbourhood Planning** –
- i. to receive an update from DP.
  - ii. to authorise return of £97 underspend from grant.
28. **Reports from Council Representatives on Local Committees and Forums**
- i. **Shadwell in Bloom** – NT
  - ii. **Shadwell Library Committee** – DT
29. **Parish Council Surgery** – To receive a report from TV & GW on the surgery hosted on 2<sup>nd</sup> May 2014. Volunteers for the next surgery on 6<sup>th</sup> June 2015.

30. **Correspondence (Copied to Cllrs)**  
**Letter from Chris Ross** – reply to Parish Council’s letter  
**Letters from MAECare and Shadwell Tennis Club** – thanking Parish Council for grants
29. **Questions from members of the public** - This is an opportunity for listeners to ask questions on items discussed in the agenda – 5 minutes
30. **Items for next agenda**
31. **Urgent items which have arisen since publication of agenda and Councillors’ questions**
32. **Cheques** - To agree the signing of the cheques (**List of cheques for payment provided to Cllrs**)
33. Full Council meeting will be held on Monday 8<sup>th</sup> June 2015 at 7.30pm  
Planning Committee meeting on Monday 8<sup>th</sup> June 2015 at 7.15pm  
Finance Committee meeting on Monday 27<sup>th</sup> July 2015 at 6.30pm  
All meetings are held in the Recreational Centre, Holywell Lane

**Due to the confidential nature of the next item, the Press and Public will be excluded by resolution**

34. **Disputes Between Residents** – to consider correspondence regarding two disputes between residents and to delegate to the Clerk to immediately deal with such matters, without bringing the issue to a Council meeting.
35. **Chairman to close the meeting**  
**Members of the Council are summoned to attend this meeting. Meetings are open to the Press and Public except for any specific items labelled as Part 2 under the Local Government Act. The Press and Public may not speak when the Council is in session.**

Signed.....

Date 5<sup>th</sup> May 2015

Lesley Hoff Clerk to the Council

Tel: 0113 2037662

Email: [clerk@shadwell-parish-council.org](mailto:clerk@shadwell-parish-council.org)

Web: [www.shadwell-parish-council.org](http://www.shadwell-parish-council.org)